

SAJAN SONTAKKE

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Objectives

To achieve challenging milestones in the vast field of Supply Chain and planning Management, where I can effectively contribute my multidimensional skills and potential towards the growth of organization as well as myself.

Total Experience

- Company:- Mahindra & Mahindra Ltd (Nagpur) 17th Mar. 2019 – Till Date
Department: Supply chain & Component development
Material management
- Company: Quick industrial supplier Vendor of Mahindra Tractor 24th March 2018 - 23 Dec 2018
Designation: Quality Inspector
Department: Quality
- Company: Mahindra & Mahindra Ltd. (Nagpur) 23rd Mar 2016 –22th Mar 2018
Designation: Diploma Engineer Trainee
Department: Reciept Quality Assurance

Technical Experience

- Materials Forecasting, Planning, Scheduling, Analysis and timely resolving supplier's issues with supplier reliability index and performance rating.
- Sending RFQs to potential vendor based on QCD terminology to initiate Part development & evaluation of part feasibility.
- Responsible for zero based costing sheet metal part.
- Negotiable with vendor to meet target, preparation of PR, Contracts, Purchase Order (PO) in accordance with selected vendor.
- Analysing daily/Monthly shortages and plan action accordingly. Ensure no lines loss of production due to shortage.
- Document follow-up with western supplier (America, Asia Pacific, Europe, South Africa & Mexico) & ensure tool audit closure.
- Experience in handling Sheet metal, proprietary, casting & forging commodity.
- Material procurement from Vendors as per the marketing requirement & priority.
- In warding Plan given to the warehouse and local supplier for Compliance and Delivery.
- Monitor Supply performance of JIT, VMI parts for production.
- Review delivery orders and evaluate availability, lead times, and manufacturing process needs.
- Working closely with supplier's onsite for part readiness and dispatches visit frequently for audit.

- Buying approx. 42-53 crores (INR) & handling approx. 1860 parts.
- Priority Execution for spare parts and VOR parts.
- Coordination with Suppliers/Purchase/PPC/Warehouse for part control.
- Working closely with supplier's onsite for readiness of part and dispatches, frequent visit for audits with development of new parts, management of existing parts and co-ordination with production and logistic team for phase out part.
- Developing and maintaining positive relationship with customer, stakeholders, peers, business partners and direct reports.
- Tracking and maintaining Inventory levels in the stores for all items owned by me required in the plant, maintain buffering. Safety stock work for obsolescence, slow moving & Excess moving parts.
- Coordinate with the Mfg. team for priorities & Critical Model production as per the market demand. Attending breakdown, Preventive maintenance to avoid breakdown, insuring cleanliness.
- Organize/Have regular (Daily/weekly/biweekly/monthly) meetings with Vendors & Merchants.
- Have Biweekly/Monthly meetings with Demand planner's/Buyer reviews to Identify and analyse exceptions impacting service level.
- Ensure resolve issue of suppliers timely.
- Good knowledge of Bom, project management, PPAP.
- Maintain MIS reports weekly/monthly basis
- Continuously evaluate Procurement processes to identify opportunities for improvement and streamlining.

Past Experience

- Ensuring the quality of parts as per specification before assy.
- Inspection of parts on receipt stage and giving usage decision.
- Technical analysis of concern reported from manufacturing and manpower handling.
- Work on the warranty, fill complaints, CRE, Project once the CVL filled.
- Conduct daily ORC meeting & taking decisions on parts weather they are supplier concern, transit damage or line concern based on analysis.
- Day to Day activities like monitoring LR/GR, monthly PPM and collecting.
- Giving communication about GR & LR to SQI, supply module & others.
- Timely closure of open issue of ORC, TIME LOSS, GATE AUDIT & COMPONENT AUDIT.
- Monitoring SCAR & resolution of concerns through CIT & QC stories.
- Ensuring periodic calibration tools equipment & gauges.
- Inspection of CRE parts VPPAP parts & commutating quality problems with design, component development team.
- Handle new project (tier 4 final, TYM, Aesthetic improvements 9A01) new developments parts & resolve the issue in quality.
- New developments parts material management, resolve design related parts issue in assy. Line quality dept.

Education

- Diploma in mechanical engineering from L.A.M.I.T. College of Polytechnic -58.60
- HSC 12th Standard From Z.P Junior Science College Dharani -Percentage -65.33%
- SSC 10th Standard from Adarsh Madhyamik vidyalaya, -Percentage -69.38

Key Skills

- ERP/SAP/Kanban/Kaizen Implementation
- M.S Office Excel
- Project Management
- Data/ MIS maintenance
- Analytical skills
- Presentation Skills
- Ownership & Time management
- Team player

Achievements

- Star of the month award for nil line stoppage due to material availability and 100% completion of SPD deliveries for regular parts & obsolete parts from WH.

STRENGTHS

- Excellent written and oral communication skills complemented with highly effective presentation, interpersonal and consulting skills in working across all aspects of the business levels of the organization and outside contacts
- Good interpersonal and engagement skills with ability to develop effective relationships with stakeholders.
- Think creatively and provide innovative suggestions that will improve service delivery.
- Supportive of management
- Flexible proactive approach
- Good organization and time management skills and an ability to manage multiple projects
- Hard working extrovert, dynamic with an attitude to learn and adapt to different situations. Have a potential to lead a team and have good working knowledge in a team and as a key player.

Personal Details

- Father's Name- Jogendra Sontakke
- Date Of Birth - 18th July 1991
- Marital Status- Single
- Nationality - Indian
- Languages - English, Hindi and Marathi

Declaration

I hereby declare all the above given information are true and correct to the Best of my knowledge & belief.

Name : (Sajan Sontakke)

Place: Nagpur